



Gary Jones
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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

December 08, 2015

18 December 8, 2015

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012


PATRICK OGAWA
ACTING EXECUTIVE OFFICER

Dear Supervisors:

**AGGREGATE AMOUNT INCREASES FOR FISCAL YEAR 2015-16 FOR
AS-NEEDED URBAN PLANNING AND DESIGN AND AS-NEEDED HARBOR ENGINEERING
CONSULTING SERVICES MASTER AGREEMENTS
FOR BEACH NEEDS ASSESSMENT
(SUPERVISORIAL DISTRICTS 3 AND 4)
(3 VOTES)**

SUBJECT

This action is to request approval to increase the aggregate amounts for the As-Needed Urban Planning and Design and As-Needed Harbor Engineering Consulting Services Master Agreements in Fiscal Year 2015-16 by \$200,000 each, to a total of \$300,000 and \$400,000, respectively, to complete a Beach Needs Assessment.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed actions are not subject to the California Environmental Quality Act, as they do not meet the definition of a "Project" under Section 15378 of the California Environmental Quality Act guidelines.
2. Approve a \$200,000 increase in the aggregate amount of the As-Needed Urban Planning and Design Consulting Services Master Agreement for Fiscal Year 2015-16, from \$100,000 to \$300,000, increasing the maximum potential amount over the term of the Master Agreement from \$800,000 to \$1,000,000.
3. Approve a \$200,000 increase in the aggregate amount of the As-Needed Harbor Engineering Consulting Services Master Agreement for Fiscal Year 2015-16, from \$200,000 to \$400,000,

increasing the maximum potential amount over the term of the Master Agreement from \$1,400,000 to \$1,600,000.

4. Delegate authority to the Director of Beaches and Harbors, or his designee, to increase the aggregate annual amounts for both Master Agreements by up to 10%, \$30,000 and \$40,000, respectively, in Fiscal Year 2015-16 for any additional or unforeseen services within the scope of the agreements.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In the aftermath of the defeat of Proposition P of 2014, the Safe Neighborhood Parks Tax Measure, your Board provided funding to the Department of Parks and Recreation (DPR) to produce a Countywide Comprehensive Parks and Recreation Needs Assessment. Beaches owned, controlled and/or managed by the Department of Beaches and Harbors (DBH) are not included in the Parks and Recreation Needs Assessment. However, these beaches have a significant amount of deferred maintenance and unfunded capital projects related to beach infrastructure and facilities, and DBH does not have a source of revenue to fund this work. Therefore, with the additional \$400,000 aggregate amount increase for Fiscal Year (FY) 2015-16, DBH will undertake a Beach Needs Assessment to identify and produce reliable cost estimates for beach deferred maintenance and unfunded projects. The Beach Needs Assessment will be added to the Parks Needs Assessment and included in any future funding measure that may be approved by your Board.

Implementation of Strategic Plan Goals

Approval of the actions will promote and further the Board-approved Strategic Plan Goal of Operational Effectiveness/Fiscal Sustainability (Goal 1), by providing as-needed professional technical services in a timely and efficient manner.

FISCAL IMPACT/FINANCING

The aggregate annual compensation for FY 2015-16 shall not exceed \$300,000 for the As Needed Urban Planning and Design Consulting Services Master Agreement and \$400,000 for the As-Needed Harbor Engineering Consulting Services Master Agreement, subject to the Director's authority to increase such maximum amounts by 10% on an as needed basis. The total compensation for the term of the Master Agreements shall not exceed \$1,000,000 and \$1,600,000, respectively.

Although it is not anticipated that the Beach Needs Assessment will cost more than \$200,000, increases to both Master Agreements are being requested to give the Department a larger pool of consultants with similar qualifications to choose from.

The Master Agreements do not guarantee a contractor any minimum amount of work, and costs will only be incurred as services are requested through Work Orders. Payment for work will be on an hourly basis and subject to the total maximum compensation specified in each individual Work Order.

Operating Budget Impact

The budgeted amount for both Master Agreements in the Department's FY 2015-16 Final Adopted Budget is \$400,000, as we added \$100,000 in our budget to fund additional consulting services,

anticipating we would come to your Board for contracting authority. Any portion of the additional \$300,000 will be funded from the Department's Services and Supplies Operating Budget within budgetary resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The approval of these actions does not change any other terms and conditions related to the subject Master Agreements. All delegated authority, subsequent annual amounts and Master Agreement terms and conditions remain as previously approved by your Board.

ENVIRONMENTAL DOCUMENTATION

The proposed actions are not subject to the California Environmental Quality Act (CEQA), as they do not meet the definition of a "Project" under Section 15378 of the CEQA Guidelines.

CONTRACTING PROCESS

There are currently 12 consultants on both Master Agreements. As required, DBH will use the Master Agreements' selection procedures to select one or more consultant(s) to conduct the Beach Needs Assessment.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There is no impact on current services or projects. Approval of the actions will provide funding for DBH's Beach Needs Assessment.

CONCLUSION

Authorize the Executive Officer of the Board to send two copies of the adopted Board letter to the Department of Beaches and Harbors, Administrative Services Division, 13483 Fiji Way, Trailer #3, Marina del Rey, CA 90292. Should you have any questions, please contact Nicolette Taylor, Contracts and Grants Manager, at (310) 577-5736 or ntaylor@bh.lacounty.gov.

The Honorable Board of Supervisors

12/8/2015

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "G. Jones". The signature is fluid and cursive, with a large initial "G" and a long horizontal stroke extending to the right.

GARY JONES

Director

GJ:KS:sdp

c: Chief Executive Officer
County Counsel
Acting Executive Officer, Board of Supervisors